Question 1

1.1 According to the lecture slides, project selection is the process of evaluating the needs, the costs, and the benefits to determine which projects should be continued with implemented. This includes:
- Identifying the projects that have potential by knowing their needs, the problems and the opportunities.
- Gathering important data about the relevant projects.
- Listing all the assumptions about the project given.

The selection phase happens in the initiation phase of the project life cycle; this phase results in the approval of the project using a Project Charter.

1.2 When a company receives a Requests for Proposal (RFP), it must decide if it wants to submit a bid or not. This is important because developing proposals needs time, cost, and resources, and developing and submitting too many proposals can damage the project manager's reputation with a company. There are factors that should be evaluated when making a bid or no bid decision, which are:
- Project Resources:
  - Assessing if the company has enough technical resources, staff that are experts, and good infrastructure so that the project is successfully completed.
  - For example, the HealthHub company needs skilled developers so that the telemedicine platform can have secure video conferencing, and data encryption.
  - If there are any resources that are lacking, outsourcing or having partnership with other companies will be needed before bidding.
- Reputation:
  - When making the request for proposal you must consider how winning or failing the project could affect the company's image within its brand.
  - For example, having a successful project can strengthen trust with the client, that can lead to more opportunities with the client. And failure can do the opposite which is harming the relationship with the company and future contracts.
  - The company will only bid if there is a strong track record that will ensure success.
- Proposal resources:
  - Evaluate if the company has enough capacity to develop a high- quality proposal with the submissions of the deadline of the project.
  - For example, The preparation of the proposal needs technical, management, and financial sections.
  - I the proposal team fail to dedicate enough time, the bid may be in danger.
- Customer Funds:
  - When doing the RFP, you must confirm that the client has enough resources to cover the full project.
  - For example, there must be a realistic budget that relates to the requirements.
  - If the client is unable to fund the full project the project could lead to losses or disputes.

1.3

Milestone	Description	Target Date
Project initiation	- Where the project starts and we finalize the project charter	- 01 October 2025
Requirement Gathering and Planning	- Gathering the functional requirements and creating the Work Breakdown Structure (WBS)	- 01 December 2025
System Design	- Designing the platform that is going to be used and the infrastructure.	- 15 February 2026
Development Phase	- We are going to build the core features such as the video consultations of the doctors, and the prescription system.	- 01 July 2026
Testing Quality Assurance	- Conducting functional testing and user acceptance testing, also the security testing	- 15 August 2026
Deployment and Training	- Deploying the system to the servers and train the doctors and the patients to use the system.	- 01 September 2026
Project Closure	- Review the project and handover the project to the client.	- 30 November 2026

Question 2
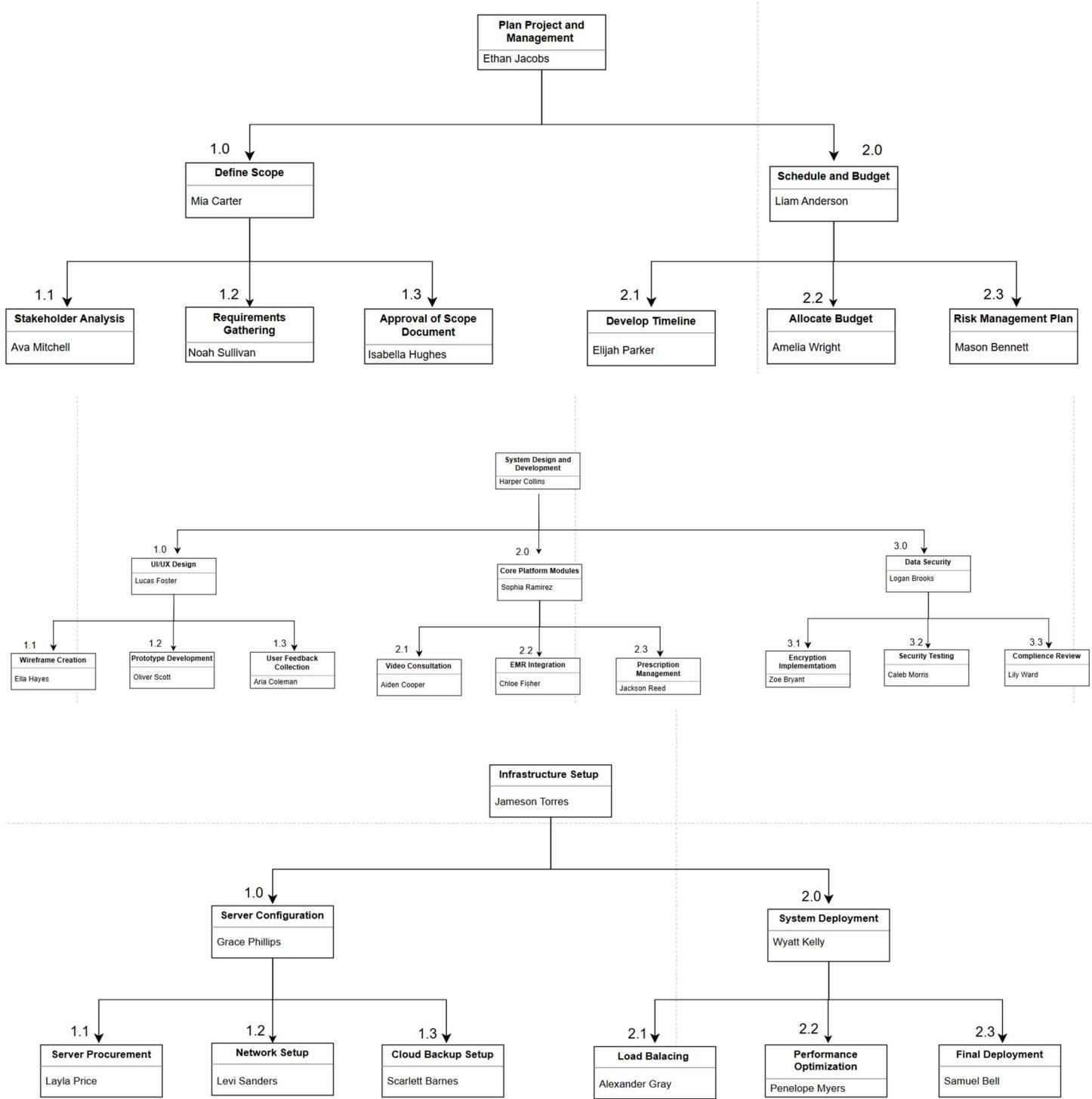
2.1 According to the lecture slides, a project objective is what the project aims to achieve. Project Objective includes:
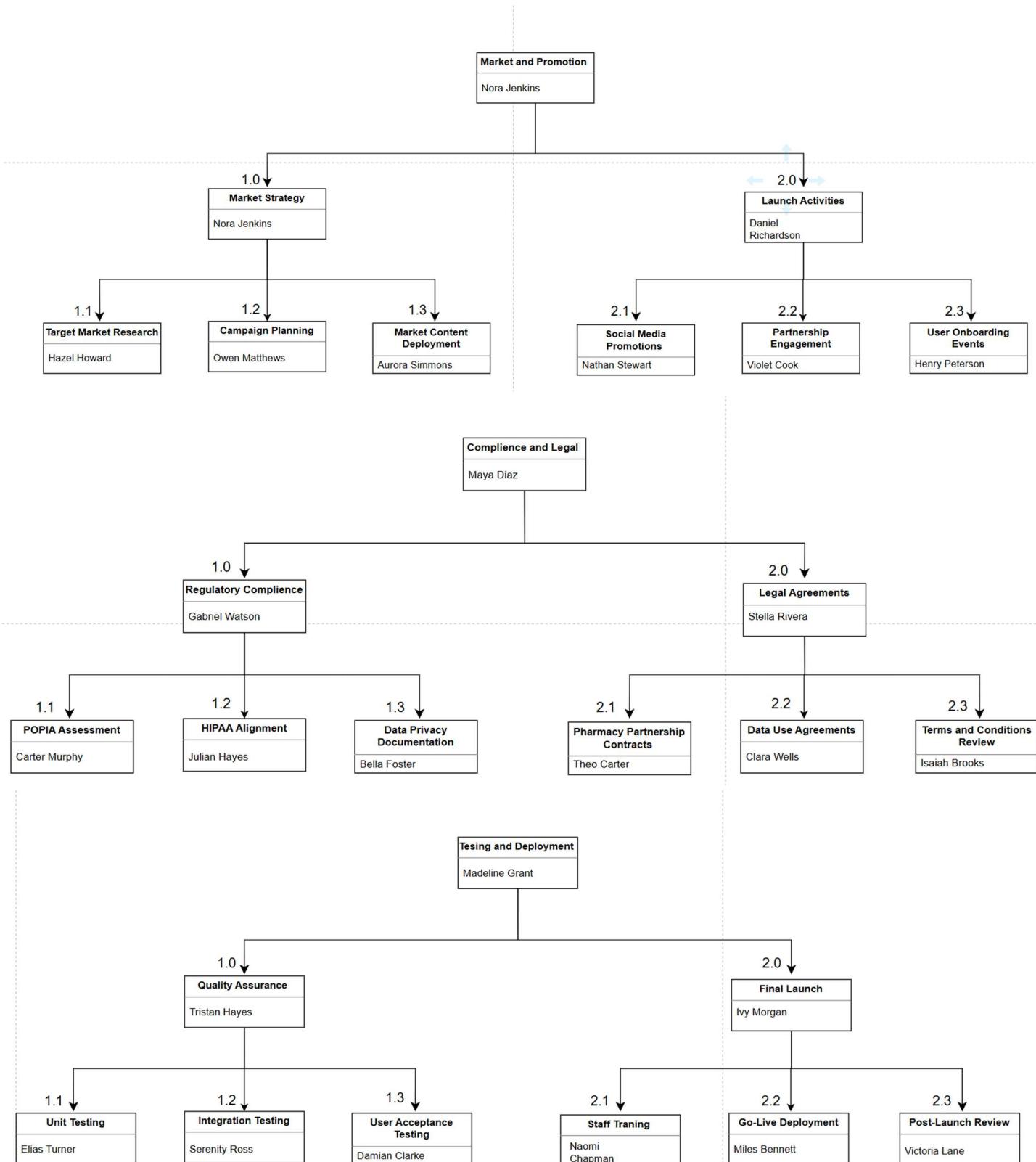
- Knowing the primary deliverables and the end products of the project.
- Knowing what, the stakeholders will benefit from the project.
- Knowing when the project will be completed (timeframe).
- Knowing the budget together with the scope of the project.

The project objective for the HealthHub will be:

- Having improved healthcare access in different regions.
- Having a smooth-running patient care with electronic medical record access.
- Enhancing efficiency can lead to reduced medical errors by having digital prescription management.

The project objective shows clear and targets that have been measured to that they can guide you in every stage of planning, development, and delivery of the project.

2.2

Plan Project and Management
Ethan Jacobs

1.0 Define Scope
Mia Carter

- **1.1 Stakeholder Analysis** — Ava Mitchell
- **1.2 Requirements Gathering** — Noah Sullivan
- **1.3 Approval of Scope Document** — Isabella Hughes

2.0 Schedule and Budget
Liam Anderson

- **2.1 Develop Timeline** — Elijah Parker
- **2.2 Allocate Budget** — Amelia Wright
- **2.3 Risk Management Plan** — Mason Bennett

System Design and Development
Harper Collins

1.0 UI/UX Design
Lucas Foster

- **1.1 Wireframe Creation** — Ella Hayes
- **1.2 Prototype Development** — Oliver Scott
- **1.3 User Feedback Collection** — Aria Coleman

2.0 Core Platform Modules
Sophia Ramirez

- **2.1 Video Consultation** — Aiden Cooper
- **2.2 EMR Integration** — Chloe Fisher
- **2.3 Prescription Management** — Jackson Reed

3.0 Data Security
Logan Brooks

- **3.1 Encryption Implementatiom** — Zoe Bryant
- **3.2 Security Testing** — Caleb Morris
- **3.3 Complience Review** — Lily Ward

Infrastructure Setup
Jameson Torres

1.0 Server Configuration
Grace Phillips

- **1.1 Server Procurement** — Layla Price
- **1.2 Network Setup** — Levi Sanders
- **1.3 Cloud Backup Setup** — Scarlett Barnes

2.0 System Deployment
Wyatt Kelly

- **2.1 Load Balacing** — Alexander Gray
- **2.2 Performance Optimization** — Penelope Myers
- **2.3 Final Deployment** — Samuel Bell

Market and Promotion
Nora Jenkins

1.0 Market Strategy
Nora Jenkins

- **1.1 Target Market Research** — Hazel Howard
- **1.2 Campaign Planning** — Owen Matthews
- **1.3 Market Content Deployment** — Aurora Simmons

2.0 Launch Activities
Daniel Richardson

- **2.1 Social Media Promotions** — Nathan Stewart
- **2.2 Partnership Engagement** — Violet Cook
- **2.3 User Onboarding Events** — Henry Peterson

Complience and Legal
Maya Diaz

1.0 Regulatory Complience
Gabriel Watson

- **1.1 POPIA Assessment** — Carter Murphy
- **1.2 HIPAA Alignment** — Julian Hayes
- **1.3 Data Privacy Documentation** — Bella Foster

2.0 Legal Agreements
Stella Rivera

- **2.1 Pharmacy Partnership Contracts** — Theo Carter
- **2.2 Data Use Agreements** — Clara Wells
- **2.3 Terms and Conditions Review** — Isaiah Brooks

Tesing and Deployment
Madeline Grant

1.0 Quality Assurance
Tristan Hayes

- **1.1 Unit Testing** — Elias Turner
- **1.2 Integration Testing** — Serenity Ross
- **1.3 User Acceptance Testing** — Damian Clarke

2.0 Final Launch
Ivy Morgan

- **2.1 Staff Traning** — Naomi Chapman
- **2.2 Go-Live Deployment** — Miles Bennett
- **2.3 Post-Launch Review** — Victoria Lane

Question 4

4.1

Problem Definition:

- This phase focuses mainly on the challenges that must be addressed in the HealthHub
- Make sure that as a project manager you conduct meeting with the doctors and the patients so that you have an idea of the problems that the stakeholders face.
- When you are done identifying the problem, there must be a problem statement document that describes the key issues in the HealthHub.
- Having an early picture of the problems will reduce the cost and will not cause any delays when there is a deadline because we know what is mainly required.

System Analysis:

- This phase mainly focuses on gathering detailed requirements of the stakeholders so that we can create a blueprint of the system.
- Make sure that you perform requirement strategies such as interviews and surveys so that we can gather the requirements of the stakeholders.
- When gathering the requirements from the stakeholders, we must make sure that they are documented, such as videos of the interviews and the screenshots or the results of all the surveys.
- Having requirements that are accurate make sure that there are no reworks and keep the development of the project of the HealthHub in budget.

System Design:

- The UI/UX designers must create interfaces for both the doctors and the patients.
- There should be a design of the system architecture that includes cloud infrastructure or cloud computing, meaning there should be security protocols such as encryption and access control in the system.
- There should be a document of the design that shows how the system will look, meaning there will be prototypes in that document.
- This will show a clear path that the developers must follow when developing the system meaning miscommunications and the errors will be reduced.

System Development:

- This phase focuses on building the system according to the design that has been approved.
- This is where the developers will code the system to make sure that it contains: Video Consultations, EMR Management, and Prescription system.
- The developers will configure the infrastructure of the server and the cloud backups.
- Security features such as two-factor authentication and the audit logs must be implemented.

System Testing:

- This is where we verify that the system works correctly and meets the requirements of the stakeholders.
- When we conduct integration testing, unknit testing, the testing of the security, and we must make sure that the doctors and the patients test the system which is when there is a user acceptance testing.
- This will result in a user ready platform that has no bugs and complaints.
- Testing help will help with avoiding failures after launching the system, meaning it will make sure that it's cost effective

System Implemented:

- When the system is launched and we train users so that they know how to use the system.
- Deploying the system on servers of production.
- Since this is a new system, the doctors and the patients must be trained to use the platform. This means that we must gather feedback from the users so that we can have continuous improvement.
- This means that we will be having a live and fully operational telemedicine platform.
- Having a smooth implementation will ensure that the project will close by the 30th of November 2026 meaning we will be meeting the deadline of the project.

4.2

Project management is a very critical factor when having a project and they have benefits such as:

- **Good Direction of projects:** Project management starts with gathering information and establishing clear objections to the project which will ensure that all the stakeholder's requirements are going to be met when the platform is delivered.
- **Good Budget Management:** Project managers use MS project to create work breakdown structure (WBS) so that they can allocate resources effectively so that the project does not go over the budget.
- **Risk Identification:** Project managers perform risk assessment early, meaning they can identify the potential risks, and the server downtime, meaning the project manager will create a contingency planning for the project
- **Communication with the stakeholders:** Project Managers have structured communication between all the stakeholders meaning the project manager will inform them about the progress of the project.
- **Timely Delivery of the project:** Project management focuses on scheduling and monitoring the progress of the project, meaning there will be milestones and network diagrams.

Question 5

Introduction

This assignment has helped me with understanding how the project management principles can be applied when we are working with management in the real world, such as the HealthHub telemedicine platform. I learned how to turn theory work of project management to practical work by working through each stage pf the project such as the project selection, planning, and scheduling of the project.

The assignment aligns most of the practices that are in the industry, these include the project's budget, the timeline and the compliance with the stakeholder's requirements. The assignment has helped me experience how the project managers use tools such as WBS, and SDLC phases, which play an essential role in delivering the project on time and under the budget.

Technical Skills

During this assignment, I developed many skills that are important such as

- Creating Work Breakdown Structure (WBS): I had to learn how to break down the project into deliverables so that it is manageable, which will improve my planning and the abilities that I have when working with organizations.
- Risk and Compliance Planning: I improved my understanding of how to implement security and legal compliance requirements into the project planning process.
- Scheduling and Planning: I gained insight into tracking the process and managing the tasks of the project, meaning I learned how to work with the MS project.

Communication and Management Skills

The assignment has strengthened my communications and management abilities including:

- Team Collaboration: I have learned how important it is to have clear communication when assigning roles and responsibilities.
- Team Management: By working with the deadlines that I have been given, I practiced how to prioritize the tasks and setting deadlines that are realistic.
- Decision Making: Deciding on the deliverables and which deliverables should be prioritized using the Work Breakdown Structure and making strategic decisions on the project.
- Stakeholder Communication: Understanding how to communicate with the stakeholders, which is the doctors, and the patients. Having consistent engagement with the stakeholders so that there is trust when deploying the system.

Personal Strengths and Weaknesses

Strengths:

- Problem Solving: I was able to analyze what is needed from the project and how to develop the solutions, such as planning of the infrastructure and the scheduling of the development.
- Adaptability: I had to adapt to using new tools such as MS Project

Weaknesses:

- Detail orientation: Most of the time I was focusing on the important deliverables only and forgot about the less important tasks.
- Being familiar to the Software: I understood the MS Project, but I need to practice more, and I am willing to improve my skills of the MS project.